



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday September 21, 2016

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Pease
2. Pledge of Allegiance – Led by President Pease
3. Roll Call – All Present with the exception of Vice-President Leete

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the August 2016 report along with the handout regarding the Fire Department open houses in the month of October.

D. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting for August 30, 2016
2. Approval of DRAFT minutes of special meeting for September 7, 2016
3. Approval of DRAFT minutes of regular meeting for September 7, 2016
4. Approve Register of District Invoices
5. Approval of the Capacity Fee Charge Report for the Fiscal Year 2015-2016

Motion by: Director Simon to approve the Consent Calendar

Second by: Director Graves

Vote: Motion Carried – AYES: 4 – President Pease, Director Graves, Director Simon, Director Steele, NOES: 0, ABSENT: 1 – Vice-President Leete

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of August 2016

Project Manager Berney Sadler – Provided the details of the August 2016 Monthly Operations Report.

F. BUSINESS AND ACTION ITEMS

1. Consider authorizing the Water Meter Installation Project Pre-Construction Material Order with National Meter and Automation, Inc., HD Waterworks Supply, and Resource Building Materials for a total amount of \$632,697.10.

Finance Manager Breitstein – Provided the details of the Water Meter Project which is planned to begin in January 2017. There was discussion regarding the proposed purchase of the meters, readers, and meter boxes. Purchasing the materials in advance allows the Town to receive a discount and warehousing benefit from National Meter and Automation, Inc. There will be an upcoming Finance Committee meeting to discuss the options on the payment for customers once the project bids are received.

Motion by: Director Graves to approve the purchase of the required materials for the Water Meter Installation Project in an amount not to exceed \$632,697.10.

Second by: Director Simon

Vote: Motion Carried – AYES: 4 – President Pease, Director Graves, Director Simon, Director Steele, NOES: 0, ABSENT: 1 – Vice-President Leete

2. Consider authorizing the Interim General Manager to send a letter supporting the approval of LP16-2040 – Delta Community Presbyterian Church – T-Mobile.

Interim General Manager Kutsuris – Provided the details of the T-Mobile modification to the existing telecommunication facility located at the Delta Community Presbyterian Church; installing additional equipment which includes a new generator, fuel tank, and associated equipment.

Motion by: Director Graves to send a letter on behalf of the Town of Discovery Bay recommending approval of the proposed renewal of LP06-2001 T-Mobile to install equipment to an existing telecommunication facility.

Second by: Director Simon

Vote: Motion Carried – AYES: 4 – President Pease, Director Graves, Director Simon, Director Steele, NOES: 0, ABSENT: 1 – Vice-President Leete

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

H. PRESENTATIONS

None

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Steele – Asked to obtain more information regarding the fence post that are going up at the corner of Discovery Bay Boulevard and Willow Lake Road, the vacant lot belonging to the Delta Community Presbyterian Church.

J. MANAGER'S REPORTS – Discussion and Possible Action

Parks and Landscape Manager Miller – Provided the drawings and the details regarding the Slifer Park Shade Structure.

Water and Wastewater Manager Koehne – Provided the pictures and the details regarding the Filtration Project.

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

1. PG&E – Provided details regarding the meeting with PG&E to discuss their analysis of the gas shut down in December of 2015; PG&E will be providing an executive report which will be placed on the agenda for the October 19th meeting. Also, had the discussion regarding the Town's PG&E costs.
2. River Otters Swim Team – Planning meeting along with Director Steele, Recreation Programs Supervisor Kaiser; discussed raising private funds for a competitive and recreation pool.
3. Financing - Received three proposals for the financing of the 7.5 million dollar project (Filtration Project), being reviewed by the District's Financial Advisor and a meeting has been set with the Finance Committee on Thursday, September 29, 2016 and receive recommendations from the Financial Advisor.
4. Contra Costa Special District Association meeting, highlighting the representative of the Metropolitan Water District speaking on the purchase of the two Delta Islands.
5. Facility Use – Request to use for Candidate Night including Candidates for the CSD Board, Monday, October 3, 2016, sponsored by the Discovery Bay Chamber of Commerce and the Brentwood Press, check the Brentwood Press for details regarding the time.
6. The State adopted the Groundwater Sustainability Act in 2014 which calls for local agencies to work together and insure that the groundwater is sustainable. Working on things which will divide the Contra Costa area from the Tracy sub-basin and the purpose is that our section is going well (efficient to write a plan) there are some areas of overdraft in other areas, more expensive and more complex. The proposed subdivision was not approved by the Department of Water Resources; there will be a second submittal in the 2018 timeframe. Staff is reviewing DRAFT MOUs for the Groundwater Sustainability Act which will be brought to the Water and Wastewater Committee.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

None

N. CORRESPONDENCE – Discussion and Possible Action

1. Received – East Contra Costa Fire Protection District meeting minutes – August 1, 2016

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

1. The meeting adjourned at 7:33 p.m. to the reconvening of the Closed Session at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 09-26-16

<http://www.todb.ca.gov/agendas-minutes>